

Proposed 2011 Budget

September 13, 2010

City of
Westfield

Indiana 1834

Old Town Charm, New City Style

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Presentation Outline

- 2011 Budget Timeline
- Budget Process Review
- Cost Savings
- 2011 Budget Advertisement
- Budget Highlights
- 2010 Budget vs. 2011 Budget
- 2011 Financial Objectives
- Questions?

2011 Budget Timeline

- ▶ **May 10, 2010**
 - Meet with City Council Finance Committee
 - Department Head Pre-Budget Meeting
- ▶ **May 24, 2010**
 - Department Head Pre-Budget Meeting
 - Discussed Provision for Expenses and Salary Submissions
- ▶ **June 7, 2010**
 - Deadline for Department Heads to Submit Detailed Expenses for all Line Items
 - Solicited Salary Requests from Department Heads
- ▶ **June 11, 2010**
 - Deadline for Department Heads to Submit Salary Requests
 - Met with Independent Financial Consultant
- ▶ **July 12-23, 2010**
 - City Council Finance Committee meets with each Department Head
- ▶ **July 26-August 6, 2010**
 - Mayor and Deputy Mayor meet with each Council Member
 - Met with Independent Financial Consultant (various times)
- ▶ **September 13, 2010**
 - Budget Introduction and Public Hearing
- ▶ **October 11, 2010**
 - Adoption Consideration

Budget Process Review

- Accountability
 - Performance Metrics
 - Performance Evaluations
- Cost Cutting Measures
 - Savings (quotes and bids)
 - Innovation (technology)
 - Avoidance (warranty or coupon)
- Zero Based Budgeting
- Transparency

City of Westfield
Annual Performance & Development Review

Business Name: Business Title:

Department: Division:

Performance Period: From To How assigned to current position:

Westfield Fire
Department



Monthly Performance
Measures
2008

Local governments announce purchasing agreements

Provided by Lacey Everett
Posted: September 25, 2008

Mayor Greg Ballard today joined Westfield Mayor Andy Cook and other local leaders throughout the area to announce the formation of the Central Indiana Purchasing Alliance (CIPA), a collaboration of local governments throughout Central Indiana that will share purchasing agreements for certain commodities in an effort to leverage greater purchasing power, streamline government, and reign in local spending.

2008 Cost Savings Repo All Departments

Department	Savings	Innovation	Cost Avoidance	Grants	2008 Annual Savings
Administration	\$ 1,248	\$ -	\$ 17,693		\$ 18,941
Community Development	\$ 2,769	\$ 5,160	\$ -		\$ 7,929
Economic Development	\$ -	\$ -	\$ 355		\$ 355
Fire	\$ 9,249	\$ 17,192	\$ 28,601		\$ 55,042
IT	\$ 2,400	\$ 7,360	\$ 2		\$ 9,762
Parks	\$ 11,557	\$ -	\$ 11,350	\$ 1,725,000	\$ 1,747,907
Police	\$ 12,047	\$ 6,300	\$ 31,844	\$ 4,900	\$ 55,091
Public Works	\$ 154,426	\$ 3,709	\$ 32,067		\$ 188,587
Total	\$ 193,696	\$ 39,721	\$ 121,913		\$ 2,083,614

\$2,931,287 Cost Savings in 2008

Department	2008 Annual Savings	Savings	Innovation	Cost Avoidance	Grants
Administration	267,507	244,425	-	23,082	-
Mayor	117	74	-	44	-
Community Development	8,284	2,769	5,160	355	-
Fire	466,938	11,815	17,192	28,932	409,000
Informatics	9,762	2,400	7,360	2	-
Parks	1,839,856	11,557	7,360	11,350	1,816,949
Police	56,833	13,079	6,300	32,554	4,900
Public Works	281,990	220,163	30,983	30,844	
Total	2,931,287	506,281	66,995	127,163	2,230,849

Savings: Negotiated 0% increase in Health/Dental Costs

Innovation: Electronic copies of APC and BZA packets instead of paper copies

Cost Avoidance: Maintenance repairs on equipment and buildings done in-house by employees

\$2,976,844 Cost Savings in 2009

Department	2009 Annual Savings	Savings	Innovation	Cost Avoidance	Grants
Administration	242,182	5,399	220,593	16,190	-
Community Development	31,291	-	-	2,291	29,000
Fire	62,189	56,338	5,030	822	
Informatics	121,045	10,063	-	110,982	-
Parks	1,279,777	52,026	26,804	1,141,524	59,423
Police	6,652	4,224	-	2,429	-
Public Works	1,233,708	327,795	86,511	719,402	100,000
Total	2,976,844	455,845	338,938	1,993,638	188,423

Savings: Volunteers for the Parks Department

Innovation: Fixed Distributive Tax Errors resulting in increased revenue

Cost Avoidance: Land Donations

\$3,301,883 Cost Savings in 2010 to date

Department	2010 Annual Savings	Savings	Innovation	Cost Avoidance	Grants
Administration	153,638	72	23,732	129,434	400
Community Development	104,444	38,264	64,082	2,098	20,130
Fire	263,691	47,438	160,984	51,270	3,999
Informatics	196,959	62,773	9,051	125,135	-
Parks	85,787	26,994	2,330	56,463	-
Police	27,804	10,531	-	6,742	10,531
Public Works	2,469,560	727,280	1,174	1,092,874	648,232
Total	3,301,883	913,352	261,353	1,464,016	663,162

Savings: Competitive Bid Processes

Innovation: Share equipment/software between departments

Cost Avoidance: Membership Discounts

2008, 2009, 2010 to date Savings

	Annual Savings	Savings	Innovation	Cost Avoidance	Grants
2008 Total	2,931,287	506,281	66,995	127,163	2,230,849
2009 Total	2,976,844	455,845	338,938	1,993,638	188,423
2010 Total	3,301,883	913,352	261,353	1,464,016	663,162
Summary	9,210,734	1,875,478	667,286	3,584,817	3,082,434

2011 Budget Advertisement

Fund Name	Budget Estimate	Maximum Estimated Funds to be Raised by Tax Levy	Excessive Levy Appeals	Current Tax Levy
General	\$ 11,768,298	\$ 7,304,097	\$1,000,000	\$ 6,370,132
Debt Service 546	573,613	799,371	0	457,543
Bond #2 308	155,374	253,046	0	168,475
Bond #3 312	387,485	720,068	0	322,763
LR & S	325,000	0	0	0
MVH	843,319	463,922	0	276,654
Fire	9,120,287	7,048,600	1,000,000	3,830,592
CCI	50,000	-	0	0
CCD	1,000,000	1,025,971	0	289,068
Rainy Day	195,000	0	0	0
2011 TOTAL	\$ 24,418,376	\$ 17,615,075	\$ 2,000,000	\$ 11,715,227
2010 TOTAL (this line was not part of the 2011 publication)	\$ 20,605,501	\$ 16,553,692	4,000,000	\$ 11,536,049

Budget Highlights (Changes 2010-2011)

City Council

- Transferred City sponsored event items to Council

Clerk's Office

- Automated payroll costs, recording fees
- Salary reconciliation

Fire

- 12 additional firefighters and equipment
- Operating costs for Station 83

Parks

- 1 part-time employee moved to full-time
- Additional equipment for parks maintenance

2010 Budget vs. 2011 Budget

General Fund	2010 Actual	2011 Proposed	\$ Difference	% Difference
Administration	2,500,983	2,425,806	(75,177)	(3%)
Board of Works	210	210	0	0%
City Council	85,486	123,117	37,631	44%
Clerk Treasurer	307,775	358,591	50,816	17%
Community Dev.	901,824	846,823	(55,001)	(6%)
Informatics	1,176,609	1,021,393	(155,216)	(13%)
Mayor	80,156	75,359	(4,797)	(6%)
Parks	543,554	575,480	31,926	6%
Police	4,870,354	4,769,240	(101,114)	(2%)
General Fund Total	10,466,949	10,196,019	(270,932)	(3%)

2010 Budget vs. 2011 Budget

Fund	2010 Actual	2011 Proposed	\$ Difference	% Difference
Fire Operating	6,575,500	7,499,486	923,986	14%
MVH	843,319	843,319	0	0%
LRS	325,000	325,000	0	0%
CCD	497,277	1,000,000*	502,723	101%
Debt Service (PSB)	574,519	573,613	(906)	0%
Bond #2	155,431	155,374	(57)	0%
Bond #3	325,298	387,485	62,187	19%
Grand Total of Funds	19,763,293	20,980,296	1,217,003	6%
*Grand Total of Funds with CCD at \$500,000	19,763,293	20,480,296	717,003	4%

Salary Change

	Total Salary 2010*	Total Salary 2011*	\$ Difference	% Difference
Without additional Firefighters	10,762,971	10,682,604	(80,367)	(1%)
With 10 Additional Firefighters	10,762,971	11,155,176	392,205	4%

*Includes Public Works

2011 Financial Objectives

- Additional Public Safety Personnel (Firefighters)
- Trails Development
- Grand Junction Development

Questions?